

**Enterprise Information Technology Financial Workgroup
Minutes**

**November 30, 2017
1:00 p.m. – 2:00 p.m.
Cogswell Room 151**

Members Present:

Kim Moog, DPHHS – Acting Chair
Ron Baldwin, State CIO/SITSD
Mike Bousliman, MDT
Tricia Greiberis – DNRC
Tami Gunlock, SITSD
Larry Krause, DOC
Libbi Lovshin, AGR
Nancy Jones, DLI
Brandi Pierson, SOS
Dan Stanger, DOJ
Jennie Stapp, MSL
Kiela Harris, COR – Alternate
Teri Lazure, DEQ – Alternate
Kreh Germaine, DNRC – Alternate
Teri Juneau, DOC – Alternate
Sky Foster, AGR – Alternate
Manual Soto, OPI – Alternate
Jessica Plunkett, FWP – Alternate

Welcome (00:00:23)

- (00:00:26) Kim Moog, Acting Chair
 - (00:00:36) Recording Announcement, Sarah Mitchell
 - (00:01:02) Introductions
 - (00:02:20) Review and Approve October 20, 2017 Minutes
 - **(00:02:30) Motion:** Ron Baldwin made a motion to approve the minutes. Nancy Jones seconded the motion. Motion carried.

Business (00:03:09)

- (00:03:13) Direction of the Enterprise IT Financial Workgroup (EITFW), Kim Moog
 - **(00:07:40) Action Item:** SITSD Office of Finance and Budget (OFB) will send EITFW members notification regarding the 2018 TechBudget training schedule.
- (00:18:09) GovDelivery Enterprise Service, Matt Van Syckle
 - **(00:20:50) Action Item:** Linda Kirkland will post the GovDelivery contract, once it is signed, to the EITFW website.
 - **(00:26:18) Action Item:** Consensus was received from EITFW members to move forward with GovDelivery as an enterprise service.
- (00:13:29) Mainframe Transition Update, Matt Van Syckle
- (00:29:43) Volume 10 Discussion, Tami Gunlock
 - **(00:31:07) Action Item:** Ron Baldwin will invite Amy Sassano and Cheryl Grey to attend the January 25, 2017 EITFW meeting to discuss questions and concerns regarding Volume 10. CIO Support Staff will place this topic on the January 25, 2018 EITFW agenda.
- (00:33:16) SITSD Working Capital and Rate Setting Measures, Tami Gunlock
 - **(00:37:51) Action Item:** Jennie Stapp requested this topic continue to appear on future EITFW meeting agendas.

Standing Reports (00:42:00)

- (00:42:44) Rates and Services Update, Ron Baldwin/Tami Gunlock
 - (00:43:40) SITSD Proposed Rate Reduction, Matt Van Syckle
 - **(00:44:27) Action Item:** Matt Van Syckle will email the proposed list to agencies.

- **(00:44:31) Action Item:** Matt Van Syckle will prepare a decision brief regarding the proposed list.
- (01:03:27) Wide Area Network (WAN) Circuit Upgrade Prioritization List, Matt Van Syckle

Discussion

- Member Forum – Due to time constraints, this item was not addressed at the meeting.
- Public Comment – Due to time constraints, this item was not addressed at the meeting.
- (00:05:20) Future Agenda Topics
 - **(00:07:52) Action Item:** Tami Gunlock will present TechBudget training information to EITFW and will solicit input from the workgroup. CIO Support Staff will place this topic on the January 25, 2018 EITFW agenda.
 - **(00:11:48) Action Item:** Tami Gunlock will present Enterprise Rate Review at the January 25, 2018 EITFW meeting. CIO Support Staff will place this topic on the January 25, 2018 EITFW agenda.

Next Meeting

- January 25, 2018
1:00 p.m. - 2:00 p.m.
Cogswell Room 151

Adjournment (01:10:46)